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Security Information

II. Functions of the CIA Career Service Board

1. Develops policy governing the Career Service Program for approval by the DCI and serves as his advisor on all matters concerning the Program.
2. Supervises and reviews the functioning of Office Career Service Boards.
3. Establishes and maintains an Executive Inventory (GS 15 and above).
4. Makes recommendations for filling key positions in the Agency with personnel from the Executive Inventory.
5. Reviews evaluation of personnel contained in the Executive Inventory and recommends rotation programs for their further development.
6. Approves the allocation of Rotation Loan Slots to Office Career Service Boards. (see Schedule B)
7. Supervises supporting groups or Boards for handling specialized functions on an Agency-wide basis, such as, Hazardous Duty Board, Honor Awards Board, Selection Board for Service Schools, Professional Selection Panel, etc., drawing on Agency personnel as necessary.
8. Prepares and submits annually to the DCI a summary of the operation of the CIA Career Service Program.

8 May 1952